

## To Apply for a Passport:

Complete a DS-11 *Application for Passport* form and sign the application before the Clerk of Court.

### Requirements:

- Must have certified copy of birth certificate
- Need two 2" X 2" colored photos (current)

### Cost:

Adult \$97.00

(16 and over) Make check for \$67.00 to Passport Services  
Make check for \$30.00 to Clerk of court

Minor \$82.00

(Under 16) Make check for \$52.00 to Passport Services  
Make check for \$30.00 to Clerk of Court

Adult \$67.00 *Renewal by Mail – DS-8 form*

*If issue date of previous passport was less than 15 years ago*

*If you were 16 or older when last passport was issued*

*f your name is the same or you can submit name-change documentation  
(marriage certificate or court order)*

*If you can submit your most recent passport*

Rush +\$60.00 Expedited Service (plus 2-way overnight service)

### Notes:

- ❖ An adult passport is good for **10 years** from date of issuance.
- ❖ A minor passport is good for **5 years** from date of issuance.
- ❖ A minor 13 or over must execute the passport themselves.
- ❖ If an applicant has a previous (expired) passport, it must be sent in with the application for a new passport
- ❖ Passport will take approximately 3-4 weeks when applying between October and May, and approximately 4-6 weeks when applying between June and September.

For more information contact:

Prairie County Clerk of Court's office

PO Box 125

Terry, MT 59349-0125

406-635-5575

clerkrecorder@prairie.mt.gov